

United West Elementary School

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Monmouth, IL 61462
(309)734-8513



Patrick Coate
Principal

February 18, 2021

Dear West Families:

Beginning March 1, 2021, United School District 304 will return to the traditional full day in-person schedule. Details regarding the schedule and modifications are listed below. While most of our procedures remain intact, if you have a question after reading the information, please contact me. (patrick.coate@u304.org)

Masks are still mandatory. It is our United School Board policy that students and staff wear masks inside the building. We will get outside for mask breaks throughout the day as we are able. During cold weather, short mask breaks may be taken inside with students spread out as much as possible. Keeping a distance of six feet within the classroom isn't feasible, but we will continue to do the best we can to ensure students are socially distancing.

Drop off time remains the same, 7:30-8:20 at the Southeast gym door. Arrivals after 8:20 will be considered tardy and brought to the main entrance by an adult. Temperatures will continue to be taken in the cafeteria upon arrival.

Students will be able to take a bagged breakfast to be consumed in the classroom if they choose. Most students will be eating meals in their classroom for the remainder of the year in order to limit exposure to the same students they sit by in class. All meals are free for the remainder of the year. Students may bring a sack lunch from home. No glass containers, pop or energy drinks as in the past please. It is very helpful to have the child's name written outside/inside the bag.

Dismissal times will be changing. The North and South Shuttle buses will depart at approximately 2:50. Students may be picked up at the Southeast gym door at 2:55 p.m. Route bus riders will be called by bus from their classroom between 3:00-3:05 p.m. Please contact the office by 1:00 p.m. with transportation changes.

The YMCA will be starting an after school program that will remain at The Crossing in Monmouth (where the Y Academy was held). We will provide transportation to this program. Please let us know by Friday, February 26 if your child will be attending. The YMCA has mailed sign-up information to current Y Academy participants. Please contact the office if you'd like a form. It is also linked on the U304 app and West web page under documents.

As referenced above, most of our Covid procedures will still be in place. Movement and interaction between students will continue to be limited. While students will have P.E. five days a week, there will still be limitations in regard to equipment. The same applies to recess time as the playground equipment and balls will not be in use.

For families participating in remote learning, there will be a change in our format as of March 1. Teachers will either be implementing synchronous (live) lessons or providing links of recorded live lessons. Less content will be posted in Google Classroom or Seesaw overall.

The synchronous learning format will take place through Google Meets. In this case, students will complete their work while on Google Meets so that they may ask questions while doing the assignment. Recordings of the lessons will be posted in case a student isn't able to join live. The recorded live links format will be shared in Seesaw or Google Classroom. For the later, teachers will still provide an opportunity for live interaction during the day.

Your child's teacher will outline specific information for you as it will vary by classroom. It is very important that remote parents maintain consistent contact with their teacher. Teachers will work with families on pick up times of materials needed for lessons, such as worksheets, workbooks and reading materials. They will also discuss the best method for the return of completed work. (send pictures, drop off paper copies, scan documents into email)

Families choosing to return to in-person learning on March 1 are asked to notify the office by Monday, February 22.

Chromebooks will continue to go home with students daily while the weather is questionable. Eventually they will remain at school.

Last, only students participating in remote learning or are quarantined will have the option to received instruction and support online. If a child is sick or kept home for any other reason, the format will return to our previous "sick day" policy. Work may be picked up after 2:45 p.m. if it is requested before noon most cases. Otherwise, students may complete it at school or at home upon return over subsequent days.

Please contact me if you have any questions.

Sincerely,

Patrick Coate